

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, October 27, 2020 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Kolb, Plautz, Kent, Petty, Ellington, Sloan, Kierzek, Thurow

Council Members Absent:

Others Present: Capt. Sinden, Clerk Zeman, Adm. Geick, Atty. Truman, C. Haggard, W. Peterson, T. Pinion, K. Stieve, members of the press and others.

The Pledge of Allegiance was given.

Moved by Ellington, seconded by Kent and carried unanimously to approve the minutes of September 29, 2020, October 13, 2020 & October 21, 2020.

Moved by Petty, seconded by Wedekind and carried unanimously to approve the agenda.

Compliance with the Open Meeting Law was noted.

PRESENTATIONS – None.

PUBLIC HEARINGS - The Mayor announced that this is the published date and time to hear public comment concerning:

- The City of Baraboo's intention to exercise its police power in accordance with §66.0703, Wis. Stats., to levy special assessments upon property on Draper Street for benefits conferred upon the property by the installation of new concrete sidewalk through existing asphalt driveways.

Larry Prust, 726 Naragansett Ave. spoke regarding these special assessments and the lack of notification of this project. He stated that he was told they could not be notified because of the COVID. He is upset that there was no notification prior to the work being done and no say in it.

Carla Phelps, 1921 Draper St spoke regarding these special assessments and also the lack of notification of this project. They have had a lot of construction in this area but no letters were ever received regarding the reconstruction of Draper St.

No one else spoke and the Mayor closed the Public Hearing.

PUBLIC INVITED TO SPEAK

Tom Kriegl, E13049 County Hwy W, spoke regarding the issues with COVID and the deaths that are related to COVID. A Baraboo police officer recently jeopardized his safety by failing to wear a mask when recently stopping him for not wearing his seat belt. He agrees that seat belts do save lives and while he is not disputing the seat belt ticket, he is disputing that the officer failed to wear a mask. He feels that officers should be protecting the citizen's safety by wearing a mask.

MAYOR'S BUSINESS

- The Mayor read the Domestic Violence Awareness Month Proclamation;
- The Mayor congratulated the following city employees on their upcoming November anniversaries;
 - Ben Brown, Water Foreman, 5 years
 - Jeremy Paske, Wastewater Plant Operator, 5 years
 - Zach Ott, Library Circulation Supervisor, 10 years
 - Anne Horjus, Library Youth Coordinator, 15 years

CONSENT AGENDA**Resolution No. 20-111**

THAT the Accounts Payable, in the amount of \$ 1,199,917.34 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Resolution No. 20-112

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That the following budget amendments are authorized:

- 3rd Quarter, 2020 City-Wide Supplemental Budget Amendments for \$1,119,351
- 3rd Quarter, 2020 City-Wide Budgetary Transfers \$138,685

**City of Baraboo
3rd Quarter Budget Amendments**

Department	Account Number	Account Name	Original Budget	Increase/ (Decrease)	Amended Budget
Ochsner Park House - Parks	890-52-49300-000	Fund Balance Applied	7,947	528	8,475
Ochsner Park House - Parks - Parks	890-52-55200-260-000	Repair & Maint Serv-Buildings	1,047	528	1,575
<i>To Approp Fund Bal for purchase of clothes washer</i>					
General Fund - General Government	100-10-49300-000	Fund Balance Applied	672,236	2,500	674,736
General Fund - Personnel/Safety - City Administrator	100-14-51430-215-000	Professional Services	3,000	2,500	5,500
<i>To Approp Fund Bal for purchase of clothes washer</i>					
Capital Projects - Engineering	430-30-43534-620	Local Road Improvements	-	425,000	425,000
Capital Projects - General Government	430-10-49120-000	Proceeds from Notes	1,771,880	425,000	2,196,880
Capital Projects - New Streets - Aidable - Engineering	430-30-57330-821-000	Land or Land Improvements	742,000	850,000	1,592,000
<i>To Appr Proceeds/grant funds for Draper St</i>					
General Fund - Fire	100-21-49300-400	Fund Balance Applied_Donations	6,112	49	6,161
General Fund - Fire	100-21-48500-400	Donations - Designated	2,065	5,110	7,175
General Fund - Fire Protection - Fire	100-21-52200-392-400	Small Equipment - Designated	3,020	5,000	8,020
General Fund - Fire Protection - Fire	100-21-52200-340-400	Operating - Designated	185	159	344
<i>To appropriate funds for extrication tool purchase</i>					
General Fund - City Administrator	100-14-49300-000	Fund Balance Applied	-	37,000	37,000
General Fund - City Administrator - Administration	100-14-51400-215-000	Professional Services	500	37,000	37,500
<i>To appropriate funds for Interim Administrator</i>					
TIF #8 - General Government	380-10-41120-000	Tax Increments	43,990	120	44,110
TIF #8 - Urban Development - General Government	380-10-56600-720-000	Grants. Donations. Contribs	7,600	120	7,720
<i>To appropriate increment for Broadway Rfnd</i>					
General Fund - General Government	100-10-43552-620	State Pandemic Aid	31,175	13,508	44,683
General Fund - Data Processing - General Government	100-10-51450-250-000	Repair & Maint Serv-Equipment	45,930	268	46,198
General Fund - Finance - City Treasurer	100-11-51520-392-000	Small Equipment Purchase	408	408	816

General Fund - Records & Support - Police	100-20-52130-250-000	Repair & Maint Serv-Equipment	30,000	7,853	37,853
General Fund - Fire Protection - Fire	100-21-52200-120-000	Wages	142,335	4,548	146,883
General Fund - Fire Protection - Fire	100-21-52200-130-000	Social Security	35,286	348	35,634
General Fund - Library - Library	100-51-55110-350-000	Repair & Maint Materials	3,700	83	3,783
<i>To appropriate COVID Routes to recovery aid</i>					
Capital Projects - General Government	430-10-49120-000	Proceeds from Notes	2,328,880	(132,000)	2,196,880
Capital Projects - General Government	430-10-49120-100	Proceeds from Notes - LOC	57,000	15,000	72,000
Capital Projects - Parks	430-52-43691-620	DNR Grant	186,183	152,567	338,750
Capital Projects - Parks - Parks	430-52-55200-821-000	Land or Land Improvements	770,354	35,567	805,921
<i>To approp addl revenue for riverwalk bridge overage</i>					
UW Campus - UW Campus	800-80-49300-000	Fund Balance Applied	-	110,000	110,000
UW Campus - UW Campus - UW Campus	800-80-55600-260-000	Repair & Maint Serv-Buildings	73,800	110,000	183,800
<i>To apply fund balance for building repairs</i>					
BID - BID	390-69-49300-000	Fund Balance Applied	-	5,000	5,000
BID - Community Development - BID	390-69-56700-300-972	Promotions	20,500	5,000	25,500
<i>To apply fund balance for Chamber contribution</i>					
General Fund - General Government	100-10-43552-620	State Pandemic Aid	13,508	31,175	44,683
General Fund - Data Processing - General Government	100-10-51450-250-000	Repair & Maint Serv-Equipment	46,125	73	46,198
General Fund - Finance - City Treasurer	100-11-51520-392-000	Small Equipment Purchase	658	158	816
General Fund - Fire Protection - Fire	100-21-52200-346-000	Uniforms	24,390	455	24,845
General Fund - Fire Protection - Fire	100-21-52200-120-000	Wages	130,904	15,979	146,883
General Fund - Fire Protection - Fire	100-21-52200-130-000	Social Security	34,039	1,595	35,634
General Fund - Elections - Finance	100-11-51440-814-000	Equipment Purchases	25,000	6,393	31,393
General Fund - Fire Protection - Fire	100-21-52200-122-000	Overtime	-	4,878	4,878
General Fund - Fire Protection - Fire	100-21-52200-131-000	Retirement	34,125	329	34,454
General Fund - General Government - Transfer to BID	100-10-59239-900-000	Cost Reallocation	-	305	305
General Fund - General Government - Transfer to Lib Seg	100-10-59285-900-000	Cost Reallocation	-	1,010	1,010
<i>To appropriate COVID Routes to recovery aid</i>					
General Fund - General Government	100-10-48400-000	Insurance Recoveries	5,470	9,116	14,586
General Fund - Parks - Parks	100-52-55200-260-000	Repair & Maint Serv-Buildings	13,195	6,006	19,201
General Fund - Parks - Parks	100-52-55200-280-000	Repair & Maint Serv-Facilities	23,766	3,110	26,876
<i>To approp ins proceeds for Langer Shelter damage</i>					
General Fund - Police	100-20-43525-611	Police Grant - Speed Enforcemt	1,800	6,489	8,289
General Fund - Police	100-20-43525-612	Police Grant - OWI	8,000	4,460	12,460
General Fund - Police	100-20-43525-613	Police Grant - Seatbelt	6,000	6,664	12,664

General Fund - Police Department - Police	100-20-52110-122-000	Overtime	71,506	13,943	85,449
General Fund - Police Department - Police	100-20-52110-130-000	Social Security	134,529	1,067	135,596
General Fund - Police Department - Police	100-20-52110-131-000	Retirement	307,508	<u>2,603</u>	310,111

To approp Police grants to increase OT

General Fund - Fire	100-21-48500-400	Donations - Designated	5,110	2,065	7,175
General Fund - Fire Protection - Fire	100-21-52200-392-400	Small Equipment - Designated	6,200	1,820	8,020
General Fund - Fire Protection - Fire	100-21-52200-390-400	Other Exp - Designated	-	60	60
General Fund - Fire Protection - Fire	100-21-52200-340-400	Operating - Designated	159	<u>185</u>	344

To appropriate Fire donations.

	\$
Net impact on all city-wide funds' budgets	<u>1,119,351</u>
	\$
Net impact on City's General Fund Only	<u>1,003,703</u>

Moved by Petty, seconded by Kent and carried that the Consent Agenda be approved-9 ayes.

ORDINANCES ON 2ND READING

Moved by Ellington, seconded by Wedekind and carried unanimously to approve the 2nd reading of **Ordinance No. 2563** revising §7.02(2)(b)2, the Official Traffic Map to provide that there shall be a parking stall marked for use by persons with a disability that limits or impairs the ability to walk at the following location: angle parking stall on south side of 4th Avenue, to located 15' east of the crosswalk immediately east of Birch Street.

Moved by Wedekind, seconded by Plautz and carried unanimously to approve the 2nd reading of **Ordinance No. 2564** amending §7.09(16), Reserved Parking for City Officials in the Alma Waite Annex parking lot located north of the Municipal Building.

NEW BUSINESS - RESOLUTIONS

Resolution No. 20-113

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the Employee Performance Appraisal Process & Pay Plan Implementation Policy is hereby adopted, with an effective date of January 1, 2021.

Moved by Ellington, seconded by Plautz and carried that **Resolution No. 20-113** be approved-9 ayes.

Resolution No. 20-114

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the Mayor or City Administrator and City Clerk are authorized to sign the building lease between the City of Baraboo and Baraboo District Ambulance Service (BDAS) for use of unoccupied space in the fire station located at 135 4th Street.

Moved by Petty, seconded by Ellington and carried that **Resolution No. 20-117** be approved-9 ayes.

Resolution No. 20-115

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the attached one-lot Certified Survey Map prepared by Vierbicher & Associates, Inc. is hereby approved and further,

THAT the dedication of land for the Man Mound Road right-of-way as shown on this Certified Survey Map is hereby accepted.

Moved by Wedekind, seconded by Plautz and carried that **Resolution No. 20-115** be approved-
9 ayes.

Resolution No. 20-116
FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENT AND
LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITTED PROPERTY IN
BARABOO, WISCONSIN

WHEREAS, the governing body of Baraboo, Wisconsin, held a public hearing in the Council Chambers of the City Hall at 101 South Blvd, Baraboo, WI 53913 at 7:00 p.m. on the 27th day of October, 2020 for the purpose of hearing all interested persons concerning the Preliminary Resolution and report of the City Engineer and preliminary assessments against benefitted properties on the proposed public improvements consisting of:

2020 Street Reconstruction and the 2020 Draper Street Reconstruction projects.
ASSESSMENT DISTRICT

New Sidewalk – That property lying on both sides of Draper Street between the southern intersection with Winnebago Circle and Bascom Hill Drive. 2020 Street Reconstruction Projects including sidewalk installation. The property to be assessed lies within the following described assessment district:

NOW, THEREFORE, BE IT RESOLVED, the City of Baraboo, Wisconsin, determines as follows:

The report of the City Engineer, a copy of which is on file in the office of the City Engineer is incorporated herein by reference as if fully set forth herein, and the plans and specifications and assessments set forth therein are adopted and approved.

The City Engineer supervised construction of the improvements in accordance with the report hereby adopted.

Payment for the improvements shall be made by assessing 100% of the City cost to the property benefitted as indicated in the report.

Assessments shown on the report represent an exercise of the police power and have been determined on a reasonable basis and are hereby confirmed.

Assessments for all projects included in the report are hereby combined as a single assessment but any interested property owner may object to each assessment separately or all assessments jointly for any purpose.

6. The assessments shall be paid to the City Treasurer in full within 30 days from the date of invoice, except that the following payment options are available:

- Pay in full within 30 days to avoid interest charges.

- 3-year installment agreement for assessments between \$500 and \$1,000. Pay 1/3 down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.
- 5-year installment agreement for assessments between \$1,000 and \$5,000. Pay 1/5th down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.
- 7-year installment agreement for assessments between \$5,000 and \$9,999. Pay 1/7th down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.
- 10-year installment agreement for assessments over \$10,000. Pay 1/10th down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.
- Financial Hardship. A property owner who has a household income which is 80% or less of the medium income in Sauk County based upon the current published figures, or who is not eligible for a Community Development Block Grant loan as stated above, shall be eligible to repay the City for the assessment at the rate of \$100 per year or 5% of the total assessment, whichever is greater, plus annual interest of 1% until paid. The Community Development Authority staff shall verify low-income eligibility and shall make a recommendation as to such eligibility to the City Council. If there is an outstanding balance at the time of sale or transfer of the property, except between spouses, the remaining balance shall become due. A property owner requesting financial hardship eligibility shall submit a copy of their most recently filed State of Wisconsin tax return if filed, or otherwise show proof of annual household income.

For each year ending in either 5 or 0, the property owner shall re-submit proof of financial hardship to the City. If the property owner continues to qualify under the policy guidelines, the hardship status will remain. If the property owner does not qualify, the remaining balance of the assessment shall be paid pursuant to an Installment Agreement, the term of which will be determined based on said remaining balance as outlined above.

- COVID-19 Deferral. A property owner who can demonstrate to the reasonable satisfaction of the City that their financial condition has been negatively affected by COVID-19 will still be eligible for the appropriate installment plan above, but the 1st payment will not be due until July 15, 2021.
- Balance on Tax Roll. If the property owner does not pay in full within 30 days from the invoice date or qualify for an installment plan, the entire balance will be placed on the next tax roll for collection with interest added at 1% per month.

In all cases, the deferral of payment shall become immediately due and payable to the City, without notice, if the property owner defaults in the payment of any installment for a period of 30 days following the specified due date thereof, or if the property owner shall transfer, sell or convey any legal or equitable interest in the lot or parcel subject to the special tax herein. If all or any part of any installment payment is not made in accordance with the terms of this resolution, the entire unpaid principal balance, together with the accrued interest thereon, shall at the City's option shall be deemed to be delinquent and said amount shall be extended upon the current or next tax roll as a delinquent special tax against the subject lot or parcel of land and immediately upon being placed on the tax roll as a delinquent special tax, interest shall accrue thereon at the then existing rate for delinquent taxes and all proceedings in relation to the collection, return and sale of property for delinquent real estate taxes shall apply to such special packs.

7. The City The City Clerk shall publish this Resolution as a Class 1 notice under ch. 985, Stats., in the assessment district and mail a copy of this Resolution and a statement of the final assessment against the benefited property together with notice of installment payment privileges to every property owner whose name appears on the assessment roll whose post office address is known or can with reasonable diligence be ascertained.

Moved by Wedekind, seconded by Ellington and carried that **Resolution No. 20-116** be approved-9 ayes.

Resolution No. 20-117

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the purchase of a new Snap-On ProLink Edge from Snap-On Industrial with a purchase price of \$11,643.99 is hereby approved.

Moved by Petty, seconded by Kent and carried that **Resolution No. 20-117** be approved-9 ayes.

Resolution No. 20-118

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the following applications for funds from the City's Alma Waite Fund are approved for fiscal year 2021:

1. Al Ringling Theatre Friends – In the amount of: \$1,706
2. Baraboo Acts Coalition – In the amount of: \$1,706
3. Concerts on the Square – In the amount of: \$1,706
4. Oschner Park Zoo Sidewalk – In the amount of: \$4,000

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute the appropriate contracts on behalf of the City as required by §27.01(2)(f) of the Baraboo Municipal Code.

Moved by Ellington, seconded by Petty and carried that **Resolution No. 20-118** be approved-9 ayes.

COMMITTEE OF THE WHOLE

Moved by Petty, seconded by Kent and carried unanimously to convene as a Committee of the Whole to discuss the 2021 Utilities (Water, Sewer, and Storm) and Final Draft of City Budget.

W. Peterson presented highlights of the 2021 Water and Sewer budget which include:

- A request for a water rate increase from the Public Service Commission
- Hydrant Painting
- The meter loan will be paid off in 2021
- Combining main & service projects with the Street Dept. for two blocks of 4th Ave & one block of 7th St.
- Federal Funds for Lead Replacement Program
- Engineering cost for design and bidding of the rehabilitation of Hwy A water tower
- No rate increase for Sewer
- Equipment at the Sewer Plant:
 - Replace safety equipment
 - Install odor control equipment
 - Mechanical bar screen replacement
- Connect Water Resource Recovery Facility to City Fiber network
- Increase sewer main maintenance

C. Haggard present the final draft of the City Budget. The last step in the budget is the Expenditure Restraint. This is a program that we participate in where we get money from the state if we stay within a certain statutory limit. We met this challenge this year with an excess of \$376,300. C. Haggard recommends that we take this \$376,300 and add it to the budget so that next year she has a higher number for the 2022 budget. This money will come from the Fund Balance and will dip into the 25% reserve; however, this money is still a reserve and will be considered a contingency. There are no plans to spend this \$376,300 in 2021.

Moved by Wedekind, seconded by Kent to reconvene into regular session.

CLOSED SESSION

The Mayor announced that the Council will go into Closed Session pursuant to §§19.85(1)(c) and 19.85(e), Wis. Stats., to conduct an interview of the candidate for the position of City Administrator, a position that because this is a contractual position with the City, which involves the deliberation of the investing of public funds where competitive reasons require a closed session.

Moved by Wedekind, seconded by Petty to go into Closed Session.

Council Members Present: Wedekind, Kolb, Plautz, Kent, Petty, Ellington, Sloan, Kierzek, Thurow
Council Members Absent:
Others Present: Mayor Palm, Clerk Zeman, Atty. Truman

OPEN SESSION

The Mayor will announce that the Council will return to Open Session as per §19.85(2), Wis. Stats., to address any business that may be the result of discussions conducted in Closed Session.

Moved by Wedekind, seconded by Petty to return to Open Session.

ADMINISTRATOR AND COUNCIL COMMENTS – None.

REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

- **Reports:** September, 2020 – Treasurer, Fire Dept.
3rd Qtr. City General Fund Financial Report
- **Minutes from the Following Meetings:**

Finance/Personnel Committee–Dennis Thurow Committee Room, #205**October 13, 2020****Members Present:** Petty, Sloan, Kent**Absent:****Others Present:** Mayor Palm, Adm. Geick, Clerk Zeman, C. Haggard, T. Pinion, K. Stieve, Atty. Truman

Call to Order –Ald. Petty called the meeting to order at 6:00p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Sloan to approve the minutes of September 22, 2020 and carried unanimously. Moved by Kent, seconded by Sloan to approve the agenda and carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Sloan, seconded by Kent to recommend to Council for approval of the accounts payable for **\$548,817.53**. Motion carried unanimously.
- b) **2021 Preliminary Budget** – The Committee reviewed the 2021 preliminary budget summary. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.
- c) **City Property Insurance** – C. Haggard explained that we are at the end of a 3-year contract with Don Rick Insurance. There were two agencies that responded to the request for bids. C. Haggard's recommendation is going with Municipal Property Insurance Company, MPIC at \$66,554. Moved by Kent, seconded by Sloan to recommend to Council the contract with MPIC for action. Motion carried unanimously.
- d) **TID Funds** – C. Haggard stated that any time a fund is created, merged, or terminated, it is to be done with Council approval. Because of the creation of the new TID #10 and TID #11, she is requesting the authority to create these new funds. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.
- e) **Library Building Fund** – This mirrors what was done with the new Municipal Building. Moved by Kent, seconded by Sloan to recommend to Council for action. Motion carried unanimously.
- f) **Alma Waite Fund Policy** – Every year the City receives requests for Alma Waite Funds. Typically we would look at the Fund Balance from the previous year and project the year end. The Alma Waite Fund did not earn enough interest this year to support the awards that were granted. Because of COVID-19, some of the events were cancelled and therefore, the money was not paid out. Moved by Sloan, seconded by Kent to recommend the Alma Waite Fund Policy to Council for action. Motion carried unanimously.
- g) **Actuarial Agency Services** – C. Haggard is requesting a 4-year contract for these services. Three agencies did respond to the request for bids. C. Haggard recommends contracting with Key Benefit Concepts at \$9,130 for a 4-year contract. Moved by Sloan, seconded by Kent to recommend to Council the contract with Key Benefit Concepts for action. Motion carried unanimously.
- h) **Employee Policy** – E. Geick explained that this policy has been reviewed by the Department Heads. It doesn't change the bottom line but it does simplify the process and the evaluation forms. Moved by Kent, seconded by Sloan to recommend the updated Employee Performance Appraisal Process and Pay Plan Implementation Policy to Council for action. Motion carried unanimously.
- i) **COVID-19 Testing Reimbursement** – Chief Stieve explained that Sauk Co. Public Health reimbursement is a set dollar amount for every COVID-19 test that is administered properly. It was decided that the City would receive the money and then within 30 days, provide 50% of the funds to the BDAS. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.
- j) **DNR Grant**- This is a 50/50 grant with the WI Dept. of Natural Resources for a fire protection grant. The Fire Dept. is looking at purchasing some new battery operated power chain saws, firefighting foam, and updating 5 pagers. The City's match is \$1,587.00. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.

Information Items – None.**Adjournment** – Moved by Sloan, seconded by Kent and carried to adjourn at 6:28pm.**Minutes of the Public Safety Committee Meeting****August 31, 2020****Members Present:** Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Kevin Stieve, Tom Pinion, Wade Peterson, Mark Schauf, Mr. & Mrs. Andy Anderson, and Kris Jackson.

Call to Order - Committee Chairman Phil Wedekind called the meeting to order at 1:00 P.M. at Baraboo City Service Center. Compliance with the Open Meeting Law was noted. It was moved by Kolb, seconded by Wedekind to approve the agenda as posted. Motion carried unanimously. It was moved by Plautz, seconded by Kolb to approve the minutes of the July 13, 2020 meeting. Motion carried unanimously.

New Business

- a. Consider request by Andy Anderson to allow a connection to the City's water main for his 40-acre parcel located on the south side of Trap Shoot Road approximately a ¼ mile east of CTH A in the Town of Fairfield – Pinion said what prompted this was the landfill having contaminated groundwater, so anyone that had a private well was authorized to connect to the City's

water service. He said that anyone beyond the designated areas, the ordinance has to be amended to include the property as areas that can be served. He said by statute is you live within ¼ mile of a landfill, active or inactive, you cannot drill a new private well. Pinion said Anderson is just outside of the ¼ mile, and because there was documented, questionable groundwater in the two locations nearest to Anderson, rather than taking a chance drilling a private well, he is requesting to connect to the City water. Pinion said that this would be a simply connection, and the owner would be fully responsible for the cost to connect. It was moved by Kolb, seconded by Plautz to recommend amending the ordinance to allow a connection to the City's water main as requested by Andy Anderson. Motion carried unanimously.

- b. Consider revising Section 7.09(2) of the Municipal Code of Ordinances to add a No Parking on southerly 50 feet of West Street between 2nd Avenue and the alleyway south of 2nd Avenue – Pinion said that the south end of West Street is routinely parked with cars or trailers on both sides of the street directly across from the alley and north of it. He said that this makes it extremely difficult for garbage and recycling trucks, as well as snowplows to get down the alley. Schauf does not have a problem with this as long as the homeowner is notified. It was moved by Kolb, seconded by Plautz to recommend revising the ordinance to add No Parking on the southerly 50 feet of West Street between 2nd Avenue and the alleyway south of 2nd Avenue. Motion carried unanimously.
- c. Consider restricting access to the Brush Site on the south end of Briar Street – Pinion said that staff would like to improve operations here and minimize the cost to the City. He said that this is a service that citizens like; the fact that we provide curbside collection should be the premium service, the gold standard. He said having this site open just makes it available to everybody and anybody who wanders by, either intentionally, or unintentionally so we get a wealth of extra material there from non-Baraboo residents. It is difficult to run down violators and the mound builds. He said the City just spent \$10,000 to hire someone to shred it down to mulch, and unfortunately, there is no demand for mulch. Wedekind and Plautz would hate to give this up for the citizens. Plautz suggested installing a gate on either side of entrances, and possibly restricting the hours that it is open. He said another possibility would be to close the entire site from November to March to coincide with the City brush pickup schedule. Pinion said that this is for the brush site only, the compost, asphalt rubble and concrete rubble would remain as exists. Pinion said that staff is trying to do something to control costs and improve operations without burdening the residents. Wedekind felt that we would have to ramp up the brush pickup to possibly twice a month. Pinion said that the department normally picks up after a storm. Kolb was interested in Plautz's proposal for gates. Kolb suggested gating each entrance to the site and possibly pay an employee an extra hour and one-half and close the site at 6:00. It was Pinion's suggestion to close it during business hours and see what type of feedback is given. Wedekind felt that a possibility would be open it for four hours on a Saturday and staff it. Pinion said the City pickup is the last week of the monthly, it could be a possibility to staff the brush site on the 2nd Saturday from 8:00 a.m. to 4:00 p.m., and it could be chipped as it was brought in. Pinion said that it would be a steep learning curve for residents. Wedekind asked what the penalty for dumping was and Schauf stated \$213.00, including court costs. Attorney Truman said that the City's take is only \$60.00. Pinion said that Gilman is suggesting starting on October 31. Kolb felt that if the City closed the site on a trial basis, brush should be picked up twice a month. Pinion said that as of October 31 the site would only be open on the week that brush is collected from 7:00 a.m. to 3:30 p.m., and then if possibly a Saturday. He said that if there was too much brush to be picked up, possibly go to twice a month pickup. Pinion said that he would like to keep as much the same as possible, if it got too overwhelming with once a month pick up, then either staffing the site during the week, or adding a second curbside pickup would have to be seriously be thought about. Schauf said that he understands Gilman's position, but it will be a hornet's nest. Pinion said that Gilman's feels that as much as 40% of the people using this site are non-City residents; therefore, the \$10,000 per year would drop to \$6,000, unless the City collects it and chips it curbside, then it drops to zero. Plautz is in favor of collecting brush curbside the last week of the month and leaving the site open that same week for residents to bring brush in. Wedekind is in favor of leaving everything the way it is at this time, or trying it on a trial basis. Pinion said that Gilman does not expect there to be any more brush generated by closing the site. Pinion said closing the site as of October 31 would give staff two months to educate the residents. Kolb said that the information has to emphasize that the brush has to be out, ready for pickup on Monday morning. After more discussion, it was moved by Kolb, seconded by Plautz to keep curbside pickup on the last full week of each month April through October, and to close the brush site effective November 1, 2020. Motion carried unanimously.
- d. Consider Fire Departments request to purchase a used inflatable Zodiac boat from the Sauk County Sheriff's Dept. – Stieve said that the Sheriff's Department purchased this item on Craig's List. He said that he talked to the Sheriff about going in half on the purchase, but he did not want to do so. He said that this item is not a budgeted item; however, there is money available for the purchase. It was moved by Kolb, seconded by Plautz to approve the purchase of a used inflatable Zodiac boat from the Sauk County Sheriff's Department. Motion carried unanimously.
- e. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers for July and August, 2020 – It was moved by Plautz, seconded by Kolb to approve the monthly billing adjustments/credit for Sewer and Water Customers for July and August, 2020. Motion carried unanimously.

Informational Items

- a. Video Presentation of the Wisconsin DOT's Virtual Public Informational Meeting for the upcoming STH 33 Reconstruction Project – The Committee watched the Virtual Public Information Meeting.
- b. Discuss potential for eliminating access to STH 33 for certain private driveways and/or public streets - Pinion said that as part of the DOT's design process, the general rule of thumb is to minimize the number of access points along the corridor, especially for properties with multiple driveways. Driveways to be eliminated would be one from Viking, one from Kwik Trip, and one from East and 8th Street. He said that he was looking for informal feedback from the Committee regarding the potential elimination of access to 8th Street from Warren Street and Wood Street. He said that they are three-way intersections with relatively low volume on the side street. Schauf said that the one challenge with Wood is that there is a crossing there, so

that would eliminate it. Pinion said that the crossing would be move somewhere else. Kolb asked the possibility of making Wood and Warren and right turn in and right turn out only, which Pinion said is a restricted access as opposed to eliminating it, which could be a possibility. Schauf said that mostly Police officers use Wood Street in order to do radar.

Reports

- a. Utility Superintendent's Report
 - i. Staffing updates – Nothing to report.
 - ii. Project updates – Peterson said Oak Street Booster Station is done for the most part. He said that they are going to try to contact three or four more people with lead services to try to burn up the grant. He said on Wednesday he would be attending a DNR Webinar on funding for 2021. He said the utilities, and the curb and gutter are done on Mound Street, and the final shaping is being done. He said that service disconnections would begin on October 6.
 - iii. Water Rate Study – Peterson said the application was submitted on August 25, the rough projections are a 53% increase. He said that they are a long way from seeing how true that number will be. Jan and Jessica did a great job completing the application, not many systems our size can complete the application in-house.
- b. Street Superintendent's Report
 - i. Staffing Updates - Nothing to report.
 - ii. Equipment Updates – Pinion said the department got delivery of the chassis for the plow truck ordered this year so it is at Universal Equipment getting the plow and box installed.
 - iii. Monthly Report on Public Works Department – No report in packet.
 - iv. Project updates - Pinion said the Department has been busy, all projects that the department was going to self-perform, alleys included, and some of the significant intersection that were tackled are all done. He said the remaining pavement to be done is on the Camp Street alley, which will be approximately three week when Gasser is back in town to pave Draper.
- c. Police Chief's Report
 - i. Update on COVID 19 police response – No specific report.
 - ii. Staffing Update – Schauf said that there a two opening at this time. He said that there is one subject, who is actively involved, but he was pulled for the reserves; therefore, he is holding it open out of respect for his service to our Country. He said that Kathy Klein was hired to fill the Community Service Officer's position.
 - iii. Case/Response Update – Schauf said that the Department is live now with their new records management, which gives them some unique tools, they are able to pull a lot more data than they ever have before. He is hoping to have a report for the Committee next month; they are still learning the system. He said the department is dealing with a couple of nuisance properties one on 1st Street and one on 11th Street. Schauf said that the Department is prepared for the in-person start to the school year. He said that they are anticipating many issues have gone unreported and mental health of the kids and staff will be challenged. He said there would also be issues with parking and the construction of Draper Street that the Department will be dealing with. Schauf informed the Committed that a request would be going to Admin Committee to add domesticated ducks and quail to the Chicken ordinance. He said two different parties have made requests, so it will be reviewed and possibly seen at Council. He said that he is going to try to start report use of force because it is such a prevalent issue within our community. He said that if there any major uses of force he plans to report them not only to the Police & Fire Commission, but also to the PSC. He said that any use of force above handcuffing is reviewed. He said that every one of the police officers within the last month have done a word for word policy review and trained on incident responses and the use of BWC. Kolb commended Schauf in the current atmosphere all the officers going with force policy training.
- d. Fire Chief's Report
 - i. Monthly Incident Report – Stieve said that the report was in the Committee's Council Packet.
 - ii. Staffing Update – Stieve said there are currently 33 minus one on military leave. He said that two more have been hired, and three more are in the process, they will be interviewed tomorrow evening, and one of those will have to go through the physical ability test.

ADJOURNMENT – It was moved by Kolb, seconded by Plautz to adjourn at 2:30 p.m. Motion carried.

Baraboo Economic Development Commission Meeting Minutes

September 3, 2020

- I. **Call Meeting to Order and Note Compliance with Open Meeting Law**

Chairperson Cafilisch called the meeting to order at 5:31 PM at the Baraboo Municipal Building, Room 205, 101 South Blvd., Baraboo, WI. The meeting was noticed in conformance with Wisconsin State Statues regarding open meetings.
- II. **Roll Call of Membership**

Present: Cafilisch, Wastlund, Bowers, Palm, Ryan, White
Absent: Johnson, Ayar, Mueller, Taylor, Walczak
Other: Patrick Cannon
- III. **Approve Minutes**

Motion to approve the minutes for August 6, 2020
Palm (1); White (2)
Aye: All via voice vote

Nay: None

IV. Approve Agenda

Motion to approve the agenda as presented

White (1); Bowers (2)

Aye: All via voice vote

Nay: None

V. Presentation

None

VI. Action Items

None

VII. Information/Discussion Items

a. Updates on Development Activities

- Mayor Palm updated on the following:
 - The City is conducting a search for the City Administrator position
 - TIF #10 & 11 are being created
 - City sold a small lot to Driftless Glen for a new building
 - The City has started the budget process
 - The Equalized Value for the City increased by 8%
 - A concept plan has been submitted for the corner of Park & 8th St.
 - The City is in discussion regarding a potential EDA grant
 - Motion: To recommend that the City pursue this grant opportunity
- Wastlund (1); Shite (2)
Aye: All
Nay: None
- City kayak launch has been completed
 - They are looking at extending the Great Sauk Trail through Baraboo
 - The State DOT will be reconstruction sidewalk ramps on HWY 113 & 136 in 2020 & 2021.

b. Updates from Commissioners and their representative entities

- Ms. Caflisch – The Chamber had to reduce personnel due to Covid. Hotel Tax is down
 - Real Estate market is strong
 - Hotel Study has been completed
- Ms. Ryan – they have not been able to meet due to Covid
- Mr. Bowers – The Village has received some inquiries about development on Old HWY 12
- Mr. White – SCDC is planning a Drive Thru Job Fair on October 1. Location to be determined. CARES Act funding is still available
- Ms. Wastlund – CDA is working on budgets, TIF districts and repositioning for Corson Square

c. Continued discussion on housing options for possible future recommendation to City Council

BEDC would like to continue to explore options for the City

d. Review and discuss 2020 goals for BEDC

The Board was asked to think of goals for 2020/2021 for next meeting

Housing

EDA Grant with potential study of South Blvd area.

e. Review and discuss BEDC tour schedule of local businesses

No tours were announced

Looking at a potential Business Walk event in 2022

Would like to look at Zoom meetings for tours

VIII. Adjournment

Motion to adjourn the meeting was made at 6:53 pm.

Bowers (1); White (2)

Aye: All via voice vote

Nay: None

Administrative Committee

September 8, 2020

Present: Alderpersons John Ellington, Heather Kierzek & Kathleen Thurow

Absent: None

Also Present: Mayor, Mike Palm; Finance Director, Cynthia Haggard; Police Chief, Mark Schauf; City Clerk, Brenda Zeman; and City Attorney, Emily Truman.

Citizen Present: None

The meeting was called to order by Chairman John Ellington at 8:00AM CST., with roll call and noting compliance with the Open Meetings Law.

Motion by Thurow to approve the minutes of August 3, 2020, seconded by Kierzek and unanimously carried.

Motion by Thurow to approve the agenda, seconded by Kierzek and unanimously carried.

Consider application for keeping chickens – Mariah Phillips

Zeman mentioned this application was brought to the Committee at the last meeting. It was held over until the owner gave permission, since the applicant was a tenant. An approval from the owner was part of today's packet. Thurow pointed out that the approval given did not match the name on the application.

Motion to postpone the application until the October meeting and have staff obtain documentation from the owner by Thurow, seconded by Kierzek and unanimously carried.

Consider application for keeping chickens – Andrew Lombard

Thurow mentioned that the application was incomplete.

Motion to postpone the application until the October meeting and have staff obtain a complete application from the applicant by Kierzek, seconded by Thurow and unanimously carried.

Consider Liquor License Change of Agent for Casey's General Store to Anthony Hawks

Motion to approve and move on to Council the liquor license change of agent for Casey's General Store to Anthony Hawks by Kierzek, seconded by Thurow and unanimously carried.

Discussion Item: Citizen's request to add domestic ducks and/or quail to permitted fowl in Chapter 29.13

Chief Schauf began with stating that as part of enforcement of the Chicken Ordinance, his Community Service Officer was out and observed ducks in someone's yard. The Officer had a conversation with the resident and was told that the ducks are pets and used for duck eggs. The Officer informed the resident that the ducks were not allowed per Ordinance. Chief Schauf received the letter included in this packet. After the receipt of the letter, Chief Schauf received a call requesting quail be added to the Ordinance.

Chief Schauf asked the Committee if they would like to see additions to the animal code that allows for the keeping of any fowl that could create a food source (eggs).

Kierzek questioned the size of the coop for ducks and if the size would need to change. Thurow raised a concern about the water needed for ducks. Chief Schauf responded that it comes down to noise, smell and safety of the animals. Mayor Palm added a suggestion to contact other communities to see what Ordinances they have related to fowl.

Motion by Thurow to direct staff to check other communities to see if they have an Ordinance for chickens, ducks and quail, seconded by Kierzek and unanimously carried.

Discussion Item: Section 29.13(2)(d) of the Chicken Permit Ordinance

City Attorney Truman responded to questions raised at the last meeting to possibly amend the Ordinance. She asked for direction from the Commission about the coop sizes that would allow for some flexibility. Truman continued with provided an example: Let's say coop size starts out at six chickens, then five die. Does it make sense to have the resident downsize the coop?

Thurow suggested waiting until they found out about the ducks being added before recommending changes.

Motion to direct staff to investigate other communities to see what they are doing for the size of their coops by Kierzek, seconded by Thurow and unanimously carried.

Member comments

The next meeting will be Monday, October 5, 2020 at 8:00AM CST. Meeting location will be 101 South Boulevard.

Motion to adjourn by Thurow, seconded by Kierzek and unanimously carried. Meeting adjourned at 8:19AM CST.

Administrative Committee

October 5, 2020

Present: Alderpersons John Ellington, Heather Kierzek & Kathleen Thurow

Absent: None

Also Present: Mayor, Mike Palm; Finance Director, Cynthia Haggard; Police Captain, Rob Sinden; City Clerk, Brenda Zeman; and City Attorney, Emily Truman.

Citizen Present: Brian Tegan @ 2125 Surrey Lane

The meeting was called to order by Chairman John Ellington at 8:00AM CST., with roll call and noting compliance with the Open Meetings Law.

Motion by Thurow to approve the minutes of September 8, 2020, seconded by Kierzek and unanimously carried.

Ellington sought a motion to accept the original agenda. Motion by Kierzek to approve the original agenda, seconded by Thurow and unanimously carried.

Consider application for keeping chickens – Mariah Phillips

Zeman mentioned that this application was brought to the Committee at the last meeting. It was held over until the owner gave permission, since the applicant was a tenant. An approval from the owner was part of today's packet.

Motion to approve the application for keeping chickens for Mariah Phillips by Thurow, seconded by Kierzek and unanimously carried.

Consider application for keeping chickens – Andrew Lombard

Zeman mentioned this application was brought to the committee at the last meeting. She also reminded the Committee that staff was to attempt to obtain a completed application. Zeman continued to inform the Committee that she attempted to obtain a completed application to no avail.

Motion to deny the application for keeping chickens for Andrew Lombard by Thurow, seconded by Kierzek and unanimously carried.

Consider application for keeping chickens – James Dyer

Zeman indicated that this application is new and is being brought to the Committee, because there was a complaint submitted from a neighbor. The application and the copy of the complaint letter was attached to the agenda.

Thurow stated she visited the site and was concerned about the chickens being overcrowded. Ellington questioned if the Police Department should go back out to see if the coop meets the size requirements. Captain Sinden mentioned he would go back out to the location to see if the chicken coop is in violation of the Ordinance. Ellington added that when he went out there, it was feeding time and chickens crowd each other at the front of the coop. He also thought it looked like the coop met code requirements, and the chickens had a run in the back.

Motion to delay the application so that the Police Department may have a chance to see if the coop meets the Ordinance's size requirement by Thurow, seconded by Kierzek and unanimously carried.

Discussion Item: Consider changing Code 10.06, "Junk, Certain Vehicles, Recreational Equipment and Firewood"

Kierzek was contacted by Brian Tegan @ 2125 Surrey Lane about the ability to park campers in driveways while alternate side parking is in effect. This action would keep citizens from having to store the campers in the winter. Kierzek continued that she didn't see that there was a safety reason for the language in the Code.

Tegan mentioned the reason this issue is being raised is that someone complained about his new camper being in the driveway. He was told by an Officer that he would have to move it to the street, then back into the driveway or that he could park it in his back yard. He doesn't have room on the side of his house for the latter. He added that there would be a safety concern with parking it on the Street. Kids may not be able to see around the camper. His request was that if the Code couldn't change, perhaps issue waivers for special situations.

Sinden interjected that he felt it would be safer to have the camper on the driveway as opposed to the street.

Direction was given by the Committee to have staff provide different variations for the Code.

Discussion Item: Discuss a citizen's request to add domestic ducks and/or quail to permitted fowl in Chapter 29.13, "Chicken Permit."

Truman began with letting the Commission know that she had the CSO look into this matter, and the CSO received feedback from the Humane Society and other Animal Welfare Groups. Ducks and quail are pretty much considered the same as chickens in terms of being able to be kept; the requirements for keeping them are similar. Truman contacted other municipalities and found that other municipalities allow ducks and quails. Truman offered that If the Committee is inclined to allow ducks and quails that the Commission direct staff to come back with an actual composed Ordinance for the Commission to review.

Direction was given by the Committee to have staff provide a draft Ordinance.

Member comments

The next meeting will be Thursday, October 8, 2020 at 8:00AM CST. Meeting location will be remote and Room C205 will be available for citizens who may want to attend in person.

Motion to adjourn by Kierzek, seconded by Thurow and unanimously carried. Meeting adjourned at 8:22AM CST.

Baraboo BID Business Development Meeting Minutes

9/11/2020

Present Members: T. Sloan, S. Sloan, M. Yount, A. Adams

Absent Members: na

Chairperson Sloan called the meeting to order at 2:02 pm

Adoption of Agenda: A. Adams/S. Sloan

Old Business

None

New Business

1. Discuss 2020 Budget
Continue with our social media workshops
2. Create 2021 Budget
Focusing our efforts on web development topics
Propose a 2021 budget of \$3250
Motion to approve: A. Adam/M. Yount

Motion to adjourn at 2:26 p.m. by M. Yount/S. Sloan

TID Joint Review Board**July 30, 2020**

Present: City of Baraboo & JRB Chairperson, Phil Wedekind; Baraboo School District, Kevin Vodak; Sauk County, Elizabeth Geoghegan; Madison Area Technical College, Dr. James Falco; Public Member, Stewart Koehler

Absent: None

Also Present: Interim City Administrator, Ed Geick; Executive Director Community Development Authority, Pat Cannon, Assistant Fire Chief, Mark Willer; City Finance Director, Cynthia Haggard; City Engineer, Tom Pinion

Citizen Present: None

The meeting was called to order by JRB Chairperson Phil Wedekind at 11:00AM CDT., with roll call and noting compliance with the Open Meetings Law.

Moved by Koehler to approve the minutes of July 16, 2020, seconded by Dr. Falco and unanimously carried.

Motion by Koehler to approve agenda, seconded by Geoghegan and unanimously carried.

JRB Resolution 2020-01, Tax Incremental District Standard Extension Resolution TID 7

Motion by Dr. Falco to approve JRB Resolution 2020-01, Tax Incremental District Standard Extension Resolution TID 7, seconded by Geoghegan with roll call and unanimously carried.

JRB Resolution 2020-02, Tax Incremental District Technical College Extension Resolution TID 7

Motion by Geoghegan to approve JRB Resolution 2020-02, Tax Incremental District Technical College Extension Resolution TID 7, seconded by Dr. Falco with roll call and unanimously carried.

JRB Resolution 2020-03, Tax Incremental District Standard Extension Resolution TID 8

Motion by Dr. Falco to approve JRB Resolution 2020-03, Tax Incremental District Standard Extension Resolution TID 8, seconded by Geoghegan with roll call and unanimously carried.

JRB Resolution 2020-04, Tax Incremental District Technical College Extension Resolution TID 8

Motion by Dr. Falco to approve JRB Resolution 2020-04, Tax Incremental District Technical College Extension Resolution TID 8, seconded by Geoghegan with roll call and unanimously carried.

Cannon presented information about the need to create TID 10 and TID 11.

Discuss next meeting date and time to consider prospective creation of TID 10 Overlay of TID 8 and TID 11 Overlay of TID 7

The Board agreed upon the next meeting being August 27, 2020 at 11:00AM CDT. The meeting location will be Council Chambers at 101 South Boulevard, and will have remote capability available through Microsoft Teams.

Motion by Geoghegan to adjourn the meeting, seconded by Dr. Falco, meeting adjourned at 11:14AM CDT.

TID Joint Review Board**August 27, 2020**

Present: City of Baraboo & JRB Chairperson, Phil Wedekind; Baraboo School District, Kevin Vodak; Sauk County, Elizabeth Geoghegan; Madison Area Technical College, Linda Spencer; Public Member, Stewart Koehler

Absent: None

Also Present: Interim City Administrator, Ed Geick; Executive Director Community Development Authority, Pat Cannon, City Finance Director, Cynthia Haggard; City Engineer, Tom Pinion; Ehlers, Dawn Gunderson

Citizen Present: None

Tax Incremental Districts NO. 10 & 11 Creations:

The meeting was called to order by JRB Chairperson Phil Wedekind at 11:00AM CDT., with roll call and noting compliance with the Open Meetings Law.

Consideration and appointment and/or reaffirmation of the Joint Review Board's Public Member

Motion by Geoghegan to reaffirm Stewart Koehler as the Joint Review Board's Public Member, seconded by Vodak with roll call and

unanimously carried.

Election and/or reaffirmation of Chairperson

Motion by Koehler to reaffirm Phil Wedekind as the Chairperson, seconded by Geoghegan with roll call and unanimously carried.

Discuss responsibilities of the Joint Review Board

Dawn Gunderson from Ehlers shared with the Board what their responsibilities are related to the creation and amendments of Tax Incremental Districts.

Discuss & review project plans

Dawn Gunderson from Ehlers provided a presentation for the creation of TID 10 and TID 11. The presentation included preliminary maps of the proposed Districts, equalized value tests, maps showing proposed improvements and uses, detailed list of estimated project costs and other schedules.

Tax Incremental Districts NO. 11 Amendment:

Consideration and appointment and/or reaffirmation of the Joint Review Board's Public Member

Motion by Vodak to reaffirm Stewart Koehler as the Joint Review Board's Public Member, seconded by Geoghegan with roll call and unanimously carried.

Election and/or reaffirmation of Chairperson

Motion by Vodak to reaffirm Phil Wedekind as the Chairperson, seconded by Stewart with roll call and unanimously carried.

Discuss responsibilities of the Joint Review Board

Dawn Gunderson from Ehlers reminded the Board that she covered the responsibilities in under the creation of the TID 10 and TID 11.

Review and discuss project plan amendment

Dawn Gunderson from Ehlers provided a presentation for TID 11 project plan amendment. The presentation included an executive summary, equalized value test, detailed list of estimated project costs, economic feasibility study, annexed property, estimate of property to be devoted to retail business, proposed changes of zoning ordinances, master plan, map, building codes and city Ordinances and other schedules.

Set the next meeting date and time

The Board agreed upon the next meeting being October 7, 2020 at 11:00AM CDT. The meeting location will be Council Chambers at 101 South Boulevard, and will have remote capability available through Microsoft Teams.

Motion by Geoghegan to adjourn the meeting, seconded by Koehler, meeting adjourned at 11:41AM CDT.

• **Copies of these meeting minutes are on file in the Clerk's office:**

Park & Rec.....9-14-2020, 9-21-2020	CDA.....8-4-2020, 8-20-2020, 9-1-2020
Library.....8-13-2020, 9-15-2020	Ambulance.....8-18-2020, 9-22-2020
PFC.....9-21-2020, 10-2-2020	Airport.....8-26-2020
UW Campus.....8-20-2020, 9-17-2020	Plan Commission.....8-18-2020

• **Petitions & Correspondence Being Referred:** None.

ADJOURNMENT

Moved by Kent, seconded by Petty, and carried on voice vote, that the meeting adjourn at 10:06pm.

Brenda Zeman, City Clerk